



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP14-027**

1. Agenda Item Number:

38

2. Council Meeting Date:
August 15, 2013

TO: MAYOR & COUNCIL

3. Date Prepared: August 5, 2013

THROUGH: CITY MANAGER

4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Aztec Engineering Group, Inc., for the Erie, Hamilton and Price South Well Abandonments.

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement with Aztec Engineering Group, Inc., for Erie, Hamilton and Price South Well Abandonments, pursuant to Annual Contract EN1312-101, Project No. WA1401-201, in an amount not to exceed \$65,537.

7. BACKGROUND/DISCUSSION: There are three well sites no longer in service that need to be abandoned. They are the Erie Well, located at the southeast corner of Erie Street and Nebraska Street; the Hamilton Well, located at the southeast corner of Erie Street and Hamilton Street; and the Price South Well, located north of Continuum Street, east of Price Road. All equipment will be fully removed at each well site. Newer equipment within the well sites will be salvaged and re-used at other well sites throughout the City. The Erie and Hamilton well sites will be landscaped and incorporated into the adjacent City parks.

The project scope includes well site demolition and salvage plans, landscape and irrigation plans, topographic surveying, utility coordination, and electrical services, if required.

8. EVALUATION: This project is being performed under the Annual Permitting, Study, Design, and Post-design Services for Water and Wastewater facilities, Contract No. EN1312-101 to Aztec Engineering Group, Inc. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion date is 90 days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$65,537

Savings: N/A

Long Term Costs: N/A

Fund Source:

<u>Acct. No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
601.3820.6713.6WA034	Water Bond	Well Construction/Rehabilitation	Yes	\$65,537

10. PROPOSED MOTION: Move City Council award a Project Agreement with Aztec Engineering Group, Inc., for the Erie, Hamilton and Price South Well Abandonments, pursuant to Annual Contract EN1312-101, Project No. WA1401-201, in an amount not to exceed \$65,537.

ATTACHMENTS: Project Agreement, Location Map

APPROVALS

11. Requesting Department


John Knudson, Utilities Engineering Manager

13. Department Head


Dave Siegel, Municipal Utilities Director

12. Transportation & Development

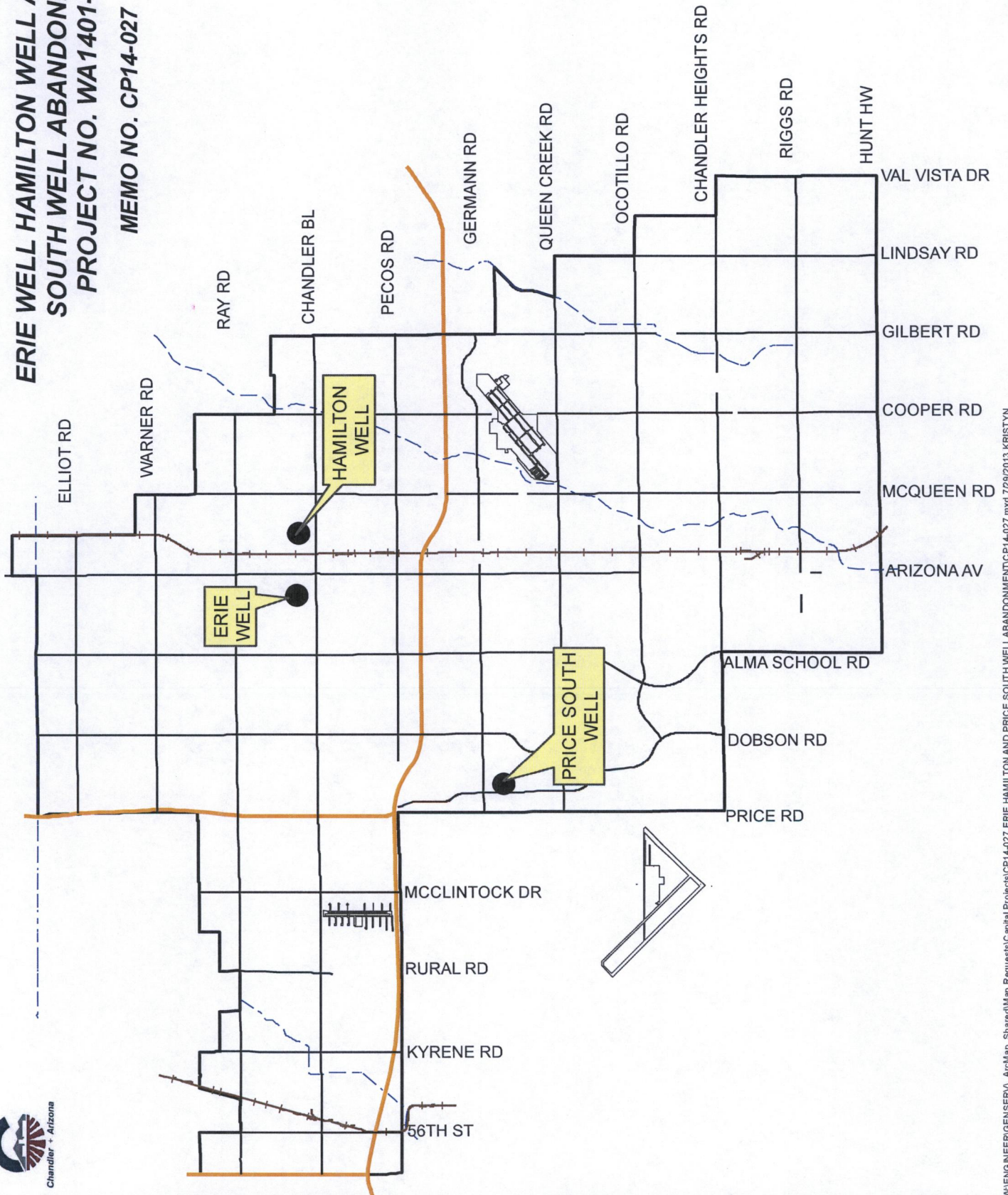

Bob Fortier, Capital Projects Manager

14. City Manager


Rich Dlugas

ERIE WELL HAMILTON WELL AND PRICE SOUTH WELL ABANDONMENT PROJECT NO. WA1401-201

MEMO NO. CP14-027



**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1312-101**

PROJECT AGREEMENT NO: WA1401-201

This PROJECT AGREEMENT is made this _____ day of _____, 2013, by and between the City of Chandler, a municipal corporation (hereinafter referred to as "CITY") and Aztec Engineering Group, Inc. an Arizona corporation (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1312-101.

CITY and Aztec Engineering Group, Inc., in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Erie Well, Hamilton Well, and Price South Well Abandonments, Project Number WA1401-201. The scope of work consists of engineering services for Well Abandonment, all as more particularly set forth in Exhibit A attached hereto and incorporated herein by reference.

The Annual Consultant shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract amendment and signed by the Contract Administrator.

ARTICLE 2 - CONTRACT PRICE:

CITY shall pay Annual Consultant for completion of the Work in accordance with the Contract Documents a fee not to exceed Sixty Five Thousand Five Hundred Thirty Seven Dollars (\$65,537) determined and payable as set forth in Annual Contract EN1312-101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is Ninety calendar days and Annual Consultant agrees to complete all work within Ninety (90) calendar days of the date CITY issues a Notice to Proceed.

ARTICLE 4 - GENERAL:

This Project Agreement is entered into pursuant to Annual Contract No. EN1312-101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

This Project Agreement will be effective on this _____ day of _____, 2013.

CITY OF CHANDLER

FOR THE ANNUAL:

By:

Title:

MAYOR

DATE:

ADDRESS FOR NOTICE
City of Chandler
P.O. Box 4008, Mail Stop 407
Chandler, AZ 85244-4008
480-782-3307

ADDRESS FOR NOTICE
Mr. Robert Lemke
Aztec Engineering Group, Inc.
4561 E. McDowell Rd.
Phoenix, AZ 85608

APPROVED AS TO FORM:

Phone: 602-454-0402
Fax: 602-454-0403

City Attorney By: *[Signature]*
ATTEST:

City Clerk

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide engineering services for Well Abandonments: Erie, Hamilton and Price South, including: Well Site Demolition and Salvage Plans, Landscape Plans, Irrigation Plans, Topographic Surveying, Utility Coordination, SRP Service to the West Mini Park, Special Provisions and Cost Estimates.

WELL SITE PLANS– TASK 1.0

The work under this task consists of the following services:

- | | |
|-------------------------|----------|
| • Erie Well Site | Task 1.1 |
| • Hamilton Well Site | Task 1.2 |
| • Price South Well Site | Task 1.3 |

This Task includes preparation of 60% Design Development and 100% Final Plans on City of Chandler standard sheets using AutoCAD format.

60% Submittal – ANNUAL CONSULTANT shall develop and submit the following material for review:

- Preliminary Well Site Plans sheets with index and general notes, and special details
- Preliminary Landscaping and Irrigation Sheets
- Quantities and bid item numbers
- Technical specifications
- 60% construction cost estimate

Final Submittal (100%) - ANNUAL CONSULTANT shall submit the following material to the City of Chandler for bid documents:

- A complete reproducible set of sealed and signed contract plans necessary to construct the improvements identified in this contract.
- A complete reproducible set of sealed and signed specifications and special provisions necessary to construct the improvements identified in this contract.
- Electronic versions of all plan sheets in AutoCAD compatible format on compact disk (CD) in CD-R format.
- Final and complete quantity summaries.
- Final survey computations and original field books.
- 100% construction cost estimate

This scope does not included Well Abandonment permitting/approval through ADWR. This work is to be completed by the CITY.

Each Well Site has unique features and constraints which are expanded upon below. To give the CITY maximum flexibility in procuring and constructing, ANNUAL CONSULTANT shall provide a stand-alone set of plans for each well site.

Task 1.1 – Erie Well Site

Once abandoned, the Erie Well Site will become part of the West Mini Park. At the Site Visit on 7/10/13, it was determined that the Well Abandonment Contractor will not be able to abandon the well until the majority of the site has been demolished. Based on this information, the deliverables will be two separate packages: Well Site Demolition/Salvage Plans (to be complete prior to Well Abandonment) and Landscape/Irrigation Plans (to be complete after the Well Abandonment).

Task 1.2 – Hamilton Well Site

Once abandoned, the Hamilton Well Site will become part of the East Mini Park. The Well Abandonment Contractor will have completed their work prior to the start of this project. None of the equipment within the site will be salvaged.

Task 1.3 – Price South Well Site

The Well Abandonment Contractor will have completed their work prior to the start of this project. None of the equipment within the site will be salvaged.

GENERAL ITEMS – TASK 2.0

This Task includes coordination, meetings, communications with the CITY, utilities in order to get consensus from the utility companies and to determine the design constraints. Also included in this task is Topographic Survey of the existing well sites.

EXPENSES

There are three categories of expenses: Outside reproduction, outside messenger and mileage. Assumptions for these expenses are provided in Appendix B.

ALLOWANCES

The following allowances are included in this SOW:

- Allowance No. A1.0 Additional General Items

Allowance work items will be authorized in the following manner:

When work items are required that are outside the lump sum scope items, ANNUAL CONSULTANT will notify the CITY Project Manager. This notification will include a description of the additional work and an estimated time and cost for the work items. Upon authorization from the CITY, ANNUAL CONSULTANT will proceed with the Allowance tasks and will bill the CITY on a Cost Plus basis not to exceed the cost provided to the CITY.

Descriptions of the Allowance items are provided below:

Allowance No. A1.0 Additional General Items

If during the development of the Well Site removal plans it is determined removal items require Environmental Mitigation, this allowance would cover the additional work.

Also included in this allowance is work by the consultant during the bid phase (Pre-Bid Meeting, Contractor Question/Answers).

This Allowance does not include Construction Management or Post Design Services. Should ANNUAL CONSULTANT be retained to provide Construction Management Services, it is assumed a Contract Amendment will be added to the original contract to provide these services.

**EXHIBIT B
FEE SCHEDULE**

Classification	Estimated Person-Hours	Average Hourly Billing Rate	Labor Costs
Project Principal	0	\$ 195.00	\$ -
Construction Manager/Project Manager	68	\$ 180.00	\$ 12,240
Project Engineer/Inspector	99	\$ 140.00	\$ 13,860
Engineer/Designer	110	\$ 115.00	\$ 12,650
Drafter/Technician	132	\$ 95.00	\$ 12,540
Sec/Clerical	4	\$ 60.00	\$ 240
Project Surveyor	8	\$ 120.00	\$ 960
2-Person Crew	12	\$ 181.00	\$ 2,172
3-Person Crew	0	\$ 210.00	\$ -
Totals	433		\$ 54,662
			Total Labor \$ 54,662

Estimated Direct Expenses

(Listed by Item at Estimated Actual Cost -- No Mark-up)

Outside Reproduction	\$ 302
Outside Messenger	\$ 180
Mileage	\$ 73
Utility Designation	\$ -
Total Expenses	\$ 555

Allowances

Allowance Items	Method of Compensation CPNTE, LS, etc.	Cost
ANNUAL CONSULTANT		
Additional General Items	CPNTE	\$ 10,320

SUBTOTAL ALLOWANCES COST (COST PLUS NOT TO EXCEED) \$ 10,320

TOTAL COST \$ 65,537